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Board of Trustees Minutes, March 3, 1951

Eastern Washington College of Education

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
Eastern Washington College of Education
held at 2:00 P. M., Davenport Hotel
Spokane
March 3, 1951

Pursuant to due call and notice thereof a regular meeting of the Board of Trustees of Eastern Washington College of Education was held in Spokane, Washington, at the Davenport Hotel on March 3, 1951, at 2:00 P. M.

The following were present: Mr. J. Harold Anderson, chairman; Mr. Charles A. Gonser and Mrs. Hazel Laughbon, members; Dr. Otis W. Freeman, Acting President of the College, and Dr. W. W. Force, secretary of the Board.

The minutes of the previous meeting were read. Mrs. Laughbon moved and Mr. Gonser seconded the motion that the minutes be approved as corrected.

The proposed agenda for the meeting was accepted by Chairman Anderson.

PHOTOGRAPH OF THE BOARD

An official photograph of the Board of Trustees was taken for the Yearbook.

CONFERENCE WITH REPRESENTATIVES OF ALUMNI BOARD

The Board of Trustees received the Board of Directors of the Alumni Association, of which the following were present:

Kenneth Engman
Leslie Lee, Jr.
Jack Fea
Ed Anderson

Abe Miller
Elizabeth McKeen
Ann Loomis
Dick Sartain

The following recommendations were made by the Board of the Alumni Association regarding the selection of a president for the College:

1. Because we are a College of Education mainly, the primary consideration in choosing a president is that he be an educator.
2. The Board of Trustees should consider candidates from all parts of the United States with the first consideration being given to candidates from the Pacific Northwest.

The Alumni Board felt that some specific recommendations should be made regarding the policies of the College for the total improvement of the same.

1. It was recommended that the college have a vice-president who would act as the Dean of the Faculty and who would be in charge of the instructional program.

- a. The continuity of the college program would be maintained in case the presidency becomes vacant.
- b. The vice-president or dean of faculty is necessary so that someone will be specifically in charge of the faculty personnel.

2. A public relations department should be set up so that there would be a closer coordination among these groups: the alumni, the administration, the faculty, and the students. This department should have representatives from all groups named herein.

3. There is a need for improvement in summer registration and in the graduate study program.

4. A definite course of study in "public relations in the community" should be set up by the college for teacher-trainees in order to help them when they go out to teach and to take their places in any locality.

Dr. Freeman stated that the College is depending upon the Alumni to send students to the college and that it is especially important to send girls to fill the new dormitory. The College is sending out over 6,000 pieces of publicity material. The Graduate Council chairman has resigned and Mr. George Wallace is under consideration for appointment as Chairman of the Graduate Council and a serious effort is under way to develop an adequate graduate program, continued Dr. Freeman.

PRESENTATION OF \$100,000 BOND ISSUE

Mr. Beardslee Merrill, of Richards & Blum, Inc., presented the following points:

1. There has been a decline in earnings and an over-optimistic prediction of earnings of the dormitory and dining hall union.

2. An analysis of earnings indicate that the dormitory earnings are just keeping their head above water.

3. During the first nine months, the earnings were about \$30,000 and the most that could be expected for the next three months would be to bring that up to something under \$40,000. The bond program for this year is \$38,000 and more in the years to come.

Under the present program the bond holders probably would have no objection to the situation, but when a new issue is considered, there probably would be a question, because as things now stand, the earnings are less than 1.4.

Mr. Merrill suggested that, in view of the above considerations the present issue be let stand and a new issue called a Student Activity Issue be instituted for the amount required. This would be an entirely new issue and the fee of \$2.00 per student would be pledged and collected from all students attending the College. This issue would be a legal issue, whereas the addition to the current issue could not be made a legal issue in view of the current earnings.

Mr. Merrill then submitted a bid from the E. J. Prescott Company, a copy of which is attached.

Mr. Merrill's statement concerning the method of circularization of bids is as follows:

"As fiscal agents for the Board of Trustees of Eastern Washington College of Education we checked with dealers and Municipal Bond markets for similar bond issues to that above mentioned, in various financial centers of the country and it is our opinion that the bid you received is a fair and just bid and is the best bid obtainable at this time."

Mr. Gonser moved and Mrs. Laughbon seconded that the bid be accepted as stated in the following resolution:

"IT IS HEREBY RESOLVED that at its regular meeting held this 3rd day of March, 1951, at 2:00 P. M. in its regular meeting place, the Board of Trustees of Eastern Washington College of Education at Cheney, Washington, have agreed to sell \$110,000 of its legally issued 1 to 20 year serial amortized building revenue bonds at a net price to the borrower of \$985.00 per \$1,000.00 and accrued interest from date of issue to date of delivery for each \$1,000 of bonds; to be secured by the pledge of a special fee of approximately \$2.00 per academic quarter per registered student;

AND, said Board of Trustees further employs Richards & Blum, Inc., Paine-Rice and Company, Pacific Northwest Company, and Murphey Favre, Inc., investment bankers all of Spokane, Washington, to serve as a group as Fiscal Agent for said Board of Trustees to negotiate such a sale above referred to of these building revenue bonds at a total fee of \$2,000.00 with no additional cost being incurred by said Board of Trustees;

AND, said Board of Trustees hereby authorizes Mr. J. Harold Anderson its Chairman and Mr. W. W. Force its secretary to sign all necessary legal papers and documents necessary to consummate the above commitments.

The Following members were present and voted Aye: Mr. J. Harold Anderson, Chairman; Mr. Charles Gonser and Mrs. Hazel Laughbon. "

ADDITIONAL SUMMER SCHOOL FACULTY APPOINTED

Dr. Freeman presented a proposed list of summer school faculty:

J. Russell Peters, Tucson, Arizona, Elementary Curriculum, \$800
plus \$100 traveling expense
Dr. Roland N. Lewis, Principal Seattle, Supervisor, \$800 plus
\$100 travel expense
Dr. Pauline Staatz, Principal, Denver, Reading, 1st term,
\$400 plus \$100 travel expense
Dr. Earl R. Hall, Iowa Wesleyan, Guidance, \$800

Mrs. Laughbon moved and Mr. Gonser seconded the motion that the proposed summer school faculty be accepted by the Board of Trustees and authorizations for such engagements be extended to those named. Chairman Anderson put the question and declared the motion had carried.

LEAVES OF ABSENCE

Mrs. Laughbon moved and Mr. Gonser seconded the motion that Loyd W. VandeBerg be granted a leave of absence without pay for 1951-52 for graduate study. Chairman Anderson put the question and declared the motion had carried.

TERMINATION OF EMPLOYMENT FOR MRS. MORRISON

It was the consensus of the Board that Mrs. Morrison's employment as Director of Public Relations by the College had terminated on February 19, 1951, and that it was impossible to grant a leave for an indefinite period. Mr. Gonser moved and Mrs. Laughbon seconded the motion that the Board recognize that Mrs. Morrison had terminated the employment herself and that in view of such termination, a leave of absence for the indefinite period requested could not be granted. Chairman Anderson put the question and declared the motion had carried.

APPOINTMENT OF ACTING DIRECTOR OF PUBLIC RELATIONS

Mrs. Laughbon moved and Mr. Gonser seconded the motion that Mr. H. E. Holmquist be appointed Acting Director of Public Relations and be paid a salary of \$300.00. This appointment is to continue through the spring quarter, 1951. Chairman Anderson put the question and declared the motion carried.

Mr. Gonser requested that Dr. Freeman, Acting President, answer all letters of application for the position of Public Relations Director by stating that the position had been temporarily filled.

TRAVEL REQUESTS

Six members of the Elementary School and Supervisors of Student Teaching requested authority to attend meetings of the Association of Childhood Education International at Seattle the last week in March. This meeting is held in the Northwest about once in eight to ten years and the cost for room and registration would be about \$200-\$250. The state-owned automobile could be used for transportation of the six members.

Four members of the Music Faculty requested authority to attend the Northwest Music Educators Convention in Missoula March 28-31. The expenses would be paid from local music funds.

Mr. Gonser moved and Mrs. Laughbon seconded the motion that the travel requests be approved. Chairman Anderson put the question and declared the motion carried.

DELABARRE-HEATING AND PLUMBING SUPERINTENDENT

Mrs. Laughbon moved and Mr. Gonser seconded the motion that Mr. Paul Delabarre be appointed Superintendent of Heating and Plumbing to succeed Mr. Paul Rozell, deceased. The salary was set at \$315.00, effective as of March 1. Chairman Anderson put the question and declared the motion had carried.

BOWLSBY PROPERTY OPTION

The problem of the Bowlsby property, upon which the College has an option which expires on March 1, 1951, was discussed. In view of the changing values of property in the city of Cheney and the lack of funds for immediate purchase, it was considered by the members of the Board inadvisable to take up the option.

Mr. Gonser moved and Mrs. Laughbon seconded the motion that the Bowlsby option be allowed to lapse and the Bowlsbys be notified of this action. Chairman Anderson put the question and declared the motion had carried.

CHANGES IN DESIGNATION OF CERTAIN OFFICERS AND OFFICIALS

Mr. Gonser moved and Mrs. Laughbon seconded the motion that the office designated as Bursar be changed to Comptroller to more adequately describe the duties of that official. Chairman Anderson put the question and declared the motion carried.

Mrs. Laughbon moved and Mr. Gonser seconded the motion that the designation of the office of Accountant be changed to Bursar as more adequately describing the duties of that position. Mr. Anderson put the question and declared the motion had carried.

Mrs. Laughbon moved and Mr. Gonser seconded the motion that the title for the office of Administrative Assistant-Director of Physical Plant and Employment be changed to Director of Physical Plant and Services in order to describe the duties of the office more adequately, the duties of the office to remain the same as now constituted. Chairman Anderson put the question and declared the motion carried.

DATE FOR INTERVIEWS WITH CANDIDATES FOR PRESIDENCY OF COLLEGE

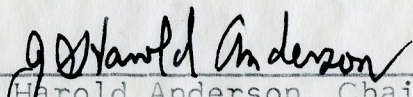
The Board agreed to meet with candidates for the office of President on Friday afternoon and Saturday, April 6 and 7, and anyone who has been suggested or nominated might request an appointment to meet with the Board. Chairman Anderson directed Dr. Freeman to inform all of the candidates who have applied for the position by letter.

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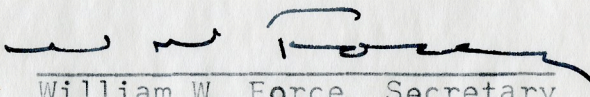
ADJOURNED

The meeting was adjourned at 5:30 P. M. with the next meeting set for April 6 and 7 in the Davenport Hotel.

APPROVED



J. Harold Anderson, Chairman
Board of Trustees



William W. Force, Secretary
Board of Trustees

Board of Trustees of
The Eastern Washington College of Education at
Cheney, Washington

Gentlemen:

It is our understanding that you contemplate the issuance of approximately \$100,000 of bonds for the purpose of providing funds for certain improvements to be made in the new women's dormitory, which improvements shall be made available, in part or in whole, to all registered students of the College.

We further understand that the above issue of bonds shall be secured by a first lien on and charge against the presently existing student activities fee, which is to be levied against each and every registered student of the College, without limitation as to amount except that said fee shall never be reduced to an amount less than one and one-half times the amount necessary to service the average principal and interest requirement of this issue. Furthermore, we understand that a reserve fund of \$7,500 shall be established within five years from the date of the issue for the further protection of the holders of these bonds.

We understand that it is contemplated that the date of said issue shall be April 1, 1951, and that interest shall be payable at a suitable banking institution on April 1, 1952 and semiannually thereafter on April 1st and October 1st of each year, and that said bonds shall mature serially on April 1st in the years and amounts as follows: \$3,000 in each of the years 1952 to 1955, both inclusive, \$4,000 in each of the years 1956 to 1959, both inclusive, \$5,000 in each of the years 1960 to 1963, both inclusive, \$6,000 in each of the years 1964 to 1967, both inclusive, and \$7,000 in each of the years 1968 to 1971, both inclusive, and, furthermore, if additional bonds are issued, not to exceed \$10,000, they shall mature in 1971; all bonds maturing after April 1, 1956 shall be subject to redemption and prepayment, at the option of the Board of Trustees, in inverse numerical order, on said date and any interest payment date thereafter at a redemption price of 101 if redemption is made prior to April 1, 1961, and at a redemption price of 100.50 if redemption is made prior to April 1, 1966, and at a redemption price of 100 if redemption is made on or after April 1, 1966.

Therefore, we are hereby prepared and do offer to purchase said bonds at a price of 98.50 and said bonds to bear interest at a rate of Three Percent (3%) per annum. This bid is made for prompt acceptance and subject to our being furnished with the final approving legal opinion of Messrs. Faegre and Benson, 1260 Northwestern Bank Building, Minneapolis, Minnesota, together with the executed bonds, both to be delivered, without expense to us, in Minneapolis, Minnesota, within 60 days from date hereof, or at our option thereafter.

As an evidence of good faith, we attach hereto our certified check in the amount of \$5,000.00, made payable to the order of the Treasurer of the Board of Trustees of the Eastern Washington College of Education, at Cheney, Washington, which is to be held by you pending compliance with the conditions of this bid, if accepted; otherwise, said check is to be returned to us at once.

Respectfully submitted this day of 1951.

E. J. PRESCOTT & COMPANY

BY

The above and foregoing is hereby accepted for and on behalf of the Board of Trustees of The Eastern Washington College of Education, at Cheney, Washington, this day of , 1951. and receipt of the hereinabove mentioned check in the amount of \$5,000.00 is hereby acknowledged by the undersigned duly qualified officers.

BOARD OF TRUSTEES OF
THE EASTERN WASHINGTON COLLEGE
OF EDUCATION, AT CHENEY, WASHINGTON

BY _____

Attest: _____

(SEAL)